

Minutes of the Finance Committee

Wednesday, May 17, 2006

Chair Haukohl called the meeting to order at 8:45 a.m.

Present: Supervisors Pat Haukohl (Chair), Don Broesch, Genia Bruce, Bill Kramer, Pamela Meyer, and Ted Rolfs, and Rodell Singert. Broesch left the meeting at 11:36 a.m.

Also Present: Legislative Policy Advisor Mark Mader, UW-Extension Director Marcia Jante, Risk Management Administrator Laura Stauffer, Financial Analyst Lyndsay Johnson, County Board Supervisor Duane Paulson, Deputy Inspector Steve Marks, District Court Administrator Mike Neimon, Building Operations Manager Mark Keckeisen, Circuit Court Judge James Kieffer, Waukesha County Bar Association President Eric Love, Budget Manager Keith Swartz, Budget Specialist Linda Witkowski, Solid Waste Supervisor Karen Fiedler, Senior Civil Engineer Kevin Yanny, Senior Civil Engineer Karen Braun, Administration Director Norm Cummings, Enterprise Operations Manager Andy Thelke, and Employment Services Manager Sue Zastrow. Recorded by Mary Pedersen, County Board Office.

Ordinance 161-O-006: Authorize The Waukesha County U.W. Extension Office To Enter Into A Subcontractor Agreement With The Board Of Regents Of The University Of Wisconsin System To Coordinate In A Three-County Area And Teach Gardening Life Skills To Jail Inmates, And To Appropriate Additional Federal Funding Pass Through The State To The County's 2006 Budget

Jante said they have been providing educational programs at the Huber and main jails for the last five years. This ordinance provides grant funds of \$21,228 to pay for one of Jante's staff to be project director to teach gardening life skills to Huber inmates. Because of the program's success, they are proposing to add an evening class for those who work during the day. The County is coordinating this grant and acting as the fiscal agent for Milwaukee and Rock counties. Jante noted that this program has allowed them to donate about 3,500 pounds of fruits and vegetables to the Waukesha Food Pantry.

MOTION: Broesch moved, second by Rolfs to approve ordinance 161-O-006. Motion carried 5-2. Kramer and Singert voted no.

Ordinance 161-O-007: Authorize The Waukesha County U.W. Extension Office To Enter Into A Subcontractor Agreement With The Board Of Regents Of The University Of Wisconsin System To Educate Green (Commercial Horticulture) Industry Professionals In Human Resource And Personnel Skills And To Appropriate Additional Federal Funding Pass Through The State To The County's 2006 Budget

Jante said this project is from the same funding source as the ordinance discussed above. The grant is a result of individuals in the commercial horticulture industry requesting information on human resource management. These are people who own or operate greenhouses, nurseries, garden centers, landscaping companies, etc. They have expertise in the subject matter, but not in human resource management, employee recruitment, retention, and conflict management. She distributed copies of "Farm Fresh Atlas of Southeast Wisconsin – 2006" for informational purposes. The grant, totaling \$31,320, will allow staff to coordinate and facilitate an educational workshop and bring in individuals who are experts in the area of human resources.

Kramer did not think this was worth spending money on and it did not have a return to the people paying the bills. Singert felt these grants were excess funding through the federal level and that they should be cut at the federal level. This is not a priority. After further discussion, Haukohl said it would be beneficial to ask Jante to appear at a future meeting to give an overview on UW-Extension programming.

MOTION: Broesch moved, second by Bruce to approve ordinance 161-O-007. Motion carried 5-2. Kramer and Singert voted no.

Public Comments

Paulson commented on ordinance 161-O-011 entitled "Establish Salaries for Elected Officials," on today's agenda. He said he proposed an amendment to the Personnel Committee yesterday. The amendment failed but he will also propose it on the board floor. Paulson said the salary adjustments of 0%, 2%, 0%, and 2% for the County Executive would remain as written in ordinance 161-O-011. However, under his amendment, the Clerk of Courts and the Sheriff would receive 2.8%, 1.75%, 3% and 3% (these are four-year terms) and the Treasurer, County Clerk, and Register of Deeds would receive 3% and 3% (these are two-year terms). With the exception of the County Executive who supports his own salary freeze, Paulson's amendment mirrors the ordinance that was introduced during the last board year. (It had not been acted on because it was referred back to committee at the board level and the board year ended before it could be addressed).

Love commented on Ordinance 161-O-008 entitled "Amend Waukesha County Code Of Ordinances To Establish Courthouse And Administration Center Facility Screening," on today's agenda. He agrees that safety is a priority but asked that attorneys be allowed into the building with proper ID, with the employees, and be able to by pass the public entrances. Milwaukee County implemented this a couple of years ago to alleviate attorneys having to stand in long lines. On behalf of the Bar Association, Love said he was willing to work with staff and would be willing to put money into this venture. To answer Kramer's question, Love said he estimates about two-thirds or more of about 500 attorneys enter the courthouse maybe once or twice a week.

Ordinance 161-O-008: Amend Waukesha County Code Of Ordinances To Establish Courthouse And Administration Center Facility Screening

Stauffer, Neimon, Keckeisen, Kieffer, Johnson, and Marks were present to discuss this issue. Stauffer gave history on this issue which she said encompassed many months of research and study. The estimated partial year cost to implement this program in 2006 is expected to be about \$210,000 and the estimated full-year cost in 2007 is projected at \$193,000. The existing 2006 budgeted appropriations available in the Non-Department and Public Works Department budgets are sufficient to cover the costs associated with the controlled access screening.

Controlled access screening will be mandatory for all persons seeking access to the Courthouse and Administration Center, except for government employees that work in the offices located in these facilities who have approved access cards, and other persons with approved access. Stauffer explained that the public will be required to enter the Courthouse and Administration Center via Door #2, the main entrance of the Courthouse. County employees and others with approved ID card access will be able to enter via Door #2 and also Door #35 of the Administration Center. Judges will have their own access, Sheriff's employees will have their

own access, and facilities management employees will be able to enter and exit all doors. Stauffer noted that any issues that arise after implementation can be addressed and re-evaluated.

Hypothetical security issues were brought up by some committee members. Stauffer stressed that this is controlled access screening versus a completely secure campus. Rolfs asked about possible tailgating through employee doors. Stauffer said a deputy will be stationed there to monitor employee ID cards and direct traffic at the onset of the program. The intent is to eliminate the deputy eventually and install a mechanical device developed to deter tailgating. Components of the screening process and changes to the building entrances were discussed at length.

Haukohl said we are basically turning this entire process over to administration. The Executive Committee approved an amendment to the ordinance. They added a sunset clause date of December 31, 2007, at which time this can be re-examined by the County Board and any issues that have come up during the implementation period can be addressed. Copies of the amendment were distributed. Singert said he may propose an amendment on the board floor to clarify authority and responsibility for making any future changes to these procedures and operations.

Meyer had concerns with the impact of this ordinance on the public. Stauffer said this is for their protection too and the public expects it. Many counties already have a security system in place and Waukesha County is in the minority. Kieffer said the number one comment by jurors he talks with is "where's the security." Rolfs questioned spending \$200,000 for something that isn't secure. If someone wants to get in with a weapon, they'll find a way. Neimon agreed but said there is no system that the County is willing to pay for that will make it completely secure. It is, however, a deterrent. He referred to Milwaukee County which confiscates hundreds of knives and other weapons each year even though they have a controlled access system.

MOTION: Singert moved, second by Kramer to recommend to the County Board an amendment to the ordinance stating that the County Executive or designee will have the authority and responsibility to make changes to this facility screening trial program as they are realized. Motion defeated 2-5. Meyer, Rolfs, Bruce, Broesch, and Haukohl voted no.

Haukohl felt the County Board should also be involved as a responsible entity.

MOTION: Kramer moved, second by Broesch to approve ordinance 161-O-008. Motion carried 7-0.

Year-End Report on Special Revenue Funds

This item was postponed to the May 31st meeting.

Approve Minutes of 5-3-06

MOTION: Broesch moved, second by Bruce to approve the minutes of May 3rd. Singert asked that an addition be made to the minutes. Motion carried 7-0 as amended.

Schedule Next Meeting Dates

May 31st.

Ordinance 161-O-005: Waive Renegotiation Of Existing Agreements Affecting The Onyx Emerald Park Landfill And The Onyx Emerald Park Landfill Western Horizontal Expansion

Fiedler distributed copies of "Summary of Existing Onyx Emerald Park Landfill Agreement (signed in 2000) – Affected Municipality Benefits" and a map of the area. She discussed the ordinance in detail and components of the agreement. The ordinance authorizes the County to waive its right to renegotiate the existing negotiated agreement with Onyx Emerald Park Landfill which is seeking to expand its landfill facility in Muskego. The current agreement provides the County a share of the facility's tipping fee revenues. The current rate is 51 cents per ton and the County received \$396,700 in revenue in 2005. The agreement requires the per-ton rate to rise by 5.2% annually. The agreement also allows the County to deposit its solid waste at the facility free of charge which saved the County \$23,300 in 2005.

MOTION: Broesch moved, second by Singert to approve ordinance 161-O-005. Motion carried 7-0.

Contract Procurement Process for Construction Management Services, CTH O, CTH I to STH 59

Yanny and Braun were present to discuss this item and the following . The contract was awarded to R.A. Smith & Associates, the highest rated proposer, for a total contract cost of \$218,635.68. The budgeted amount was \$280,000. A total of nine vendors submitted RFP's for consideration.

MOTION: Kramer moved, second by Singert to approve the contract procurement process for RFP 06-101. Motion carried 7-0.

Contract Procurement Process for Right of Way Acquisition Services, CTH Q – Colgate Road to CTH Y

The contract was awarded to The Highland Group, the highest rated proposer, for a total contract cost of \$52,360. The budgeted amount was \$80,000. A total of five vendors submitted RFP's for consideration.

MOTION: Singert moved, second by Bruce to approve the contract procurement process for RFP 06-107. Motion carried 7-0.

Ordinance 161-O-009: Amend Sheriff's Department 2006 Budget Expenditure Of Office Of National Drug Control Policy Cooperative Agreement Funds

Marks discussed the ordinance as outlined which involves accepting \$55,660 in grant funds to enhance the department's efforts as part of the Milwaukee High-Intensity Drug Trafficking Areas (HIDTA) Program. Marks noted that HIDTA funds cannot be used to supplant state or local funds that would otherwise be made available for the same purpose. The funds will be used to pay for overtime, continuing three one-year vehicle leases, two laptop computers, and technical investigative equipment.

MOTION: Singert moved, second by Kramer to approve ordinance 161-O-009. Motion carried 7-0.

Chair's Executive Committee Report of 5-15-06

Haukohl advised of the following items discussed at the last Executive Committee meeting.

- There was a lengthy discussion on UW-Extension goals and budget issues. Heard public comments from Supervisor Swan and several farmers supporting the 4-H and the Ag-Agent programs.
- Approved ordinance 161-O-008 as amended.
- Herro voted “no” on several re-appointments to boards / commission as he felt other supervisors should become more involved.

Announcements

Haukohl asked supervisors to check e-mails on a regular basis for Finance Committee meeting changes, announcements, etc. The luncheon for departing County Board Supervisors will be held next Tuesday and RSVP's are due. Completed Statement of Economic Interest forms are also due. Haukohl said she attended the WCEDC meeting where they heard from some good speakers including Tom Hefty and Rick Graeber.

Review Correspondence

As a follow-up from the last Finance Committee meeting, copies of corrected budget book page 45 on fund descriptions were distributed. Haukohl advised of a letter she received from a disabled citizen who had concerns with not being able to enter through the Administration Center once the controlled access system is implemented.

Broesch left the meeting at 11:36 a.m.

Tax Incremental Financing (TIF) District Update

Cummings, a member of the TIF Board, explained how TIF districts work, types of TIF districts, TIF district law changes in 2004, and 2006 TIF districts in Waukesha County. There is one in the Town of Brookfield, Muskego, Menomonee Falls, and Wales. Regarding Brookfield, Marcus Corporation will be relocating their theaters here and are turning them into mega theaters. Marcus will pay for the rehabilitation and they will get repaid as the money comes through. Therefore, there is no risk to the town since they don't have to issue bonds. The Menomonee Falls TID involves an area on Main Street that is in need of rehabilitation. The TIF Board has agreed to allow them to expend more than typically allowed but they have only committed \$6 million of the \$17 million. The Wales TID involves building a sewer line from either Waukesha or Delafield but they were funding it with just a condominium structure. This TID has been held up and has not been created. Cummings distributed copies of “Tax Incremental Finance – An Intergovernmental / Private Partnership” for informational purposes.

The committee recessed at 12:17 p.m. and reconvened at 1:05 p.m.

For Information Only: Contract Procurement Process for Alcohol Concessionaire for Expo Center

Thelke advised this does not require County Board approval. He said two vendors submitted RFP's for consideration and the contract was awarded to J&S Enterprises of Johnson Creek. This is a one-year contract with the option to renew for three more years. This would be for weddings, special events, and the County Fair. J&S would be the sole provider and event holders must contract with J&S for these services. Revenues to the County total \$160,281.06. Singert objected and did not think we should promote alcoholic beverages at the County Fair.

1st Quarter Claims Report

Stauffer distributed copies of her 1st quarter report. Regarding worker's compensation, 25 claims were opened and all remained open at the end of the quarter. A total of \$108,381 had been incurred. For general liability claims, 2 claims opened and both remained open. The total incurred was \$8,002. With regards to auto liability, 1 claim was opened but it closed by the end of the quarter. The total incurred was \$410. There were a total of 11 auto physical damage claims opened and 6 remained open. The total incurred was \$20,460. A total of 6 property damage claims were opened and 5 remained open. The total incurred by the end of the 1st quarter was \$35,435. Stauffer highlighted some of the larger claims that opened and those that closed.

MOTION: Kramer moved, second by Singert to accept the 1st quarter claims report. Motion carried 6-0.

Ordinance 161-O-011: Establish Salaries For Elected Officials

MOTION: Singert moved, second by Bruce to approve ordinance 161-O-011.

Zastrow and Johnson were present to discuss this issue as outlined. Ordinance 161-O-011 allows for salary increases of 0%, 2%, 0%, and 2% for the four-year elected officials and 0% and 2% for two-year elected officials. Copies of a revised fiscal note, reflecting Supervisor Paulson's proposed amendment, were distributed. Mader distributed copies of ordinance 160-O-142 and because it was not acted on by the end of the prior board year, it became null and void.

Ordinance 160-O-142 states that the four-year elected officials would receive salary increases of 2.8%, 1.75%, 3%, and 3% and the two-year elected officials would receive 3% and 3%.

Paulson's amendment to ordinance 161-O-011 mirrored 160-O-142 with the exception of the County Executive who has agreed to 0%, 2%, 0% and 2% for four years. This amendment failed in Personnel Committee but Paulson will also propose it on the board floor. Singert spoke in favor of ordinance 161-O-011 as written. Kramer spoke in favor of ordinance 160-O-142 and Paulson's amendment. This issue was discussed and debated in length.

Motion carried 5-1. Haukohl voted no.

MOTION: Kramer moved, second by Bruce that the Finance Committee recommend Paulson's amendment to the County Board. Motion carried 4-2. Rolfs and Singert voted no.

Future Agenda Items

- Review UW-Extension Programs (Haukohl)
- Update on the North Lake Public Access Site (Singert)

MOTION: Kramer moved, second by Bruce to adjourn at 2:36 p.m. Motion carried 6-0.

Respectfully submitted,

Approved on: _____

Bill Kramer
Secretary